# CSA Workgroup Telecon Update
## October 27, 2005

**Roll Call:** Steve Kalabokes, Shobhana Kannan, Sriram Aravomudham, and Anka Ninnemann are present for the telecon.

**General:**  Steve begins by stating he sent out through email, instructions on how to post documents on Sharepoint, these instructions include how to log-on and update a document on the site.  You can either do your work on the Sharepoint site or you can do your work on your hard drive, but be sure and save everything and then upload to the Sharepoint site.

There are three worksheets of the Matrix on the Sharepoint site that need to be filled out.  The last one will take the longest, because it is mapping the database to the requirements for the CSA system.  In the document you will see what type of data it is (alphanumeric, date/time, integer-based).  It will ask how many characters (field width) of the data source, any other comments you might want to add.  These comments will come up when speaking to the users, or Program Managers.  Steve suggests that you update your document between each CSA meeting and post it on the Sharepoint site.  As we get closer to our deadlines, we will have to have the CSA meetings more than once a month.

He asked if anyone was having problems accessing the Sharepoint site and several people were.  He asked that if they did, to contact Shelly Neel and she could reset passwords.  If anyone still had trouble accessing Sharepoint after working it through Shelly to please forward the Excel Workbooks to Steve and he would post them.

## Status of Research:

Shobhana Kannan:  NIMS

She has just received the NIMS data dictionary but she still needs to map it to the database.  She still needs to fill in certain items, such as the point of contact, where they are in the lifecycle.  Steve requests that she fill out the work sheets, and if need be she can use his as an example.  Steve suggests to the group that if you finish your system and can help others with their systems, it will be a benefit to you because you will become familiar with the data elements of other target systems.

Sriram Aravamudhan:  RTP, AITS

Sriram begins with AITS; he has completed almost everything, and has obtained the Program Manager information and system information. He has documentation pertaining to the AITS system.  AITS is in the development lifecycle stage, they are adding more data elements to the system and are constantly revising it.  The system is up and running and functional but they are making modifications.    The program is funded.  He has a partial data dictionary, the mapping is 90% complete, he lacks just three data elements for the CSA requirements.

Sriram will get with the Program Manager to wrap up his requirements on AITS.  The database engine uses SQL Server 2000 database as the backend and ASP as the front end to enter information and print reports.  If he doesn't get the data dictionary he can find out the table names for the elements.

On RTP, Sriram has talked with John Gellios, Program Manager.  John explained that he didn't think there was anything in RTP that could help CSA.  Sriram is in touch with the Data Base Administrator, he has sent them the CSA requirements even if they are not in RTP, but as part of the research he wants to put the information in the requirements.

Anka Ninnemann:  JAI

Anka has begun filling out the worksheets.  She explains she doesn't think they have funding for the JAI.  The program is at the beginning of the cycle, the data sources are direct and also pull information from the RTP.  This is a National project.  She has her data dictionary, she is not sure if it is complete because it is small.  Anka saw some other data of interest that is not listed in the data dictionary.  Steve suggests she put in the notes section that it is her understanding that it is part of the system because of the presentation made, but it is not listed in the data dictionary.  With the data being put on the site it will be available for everyone to use.

Steve Kalabokes: ProjectWise, FSEP

Steve has started mapping data to the database, he has filled out part of the second sheet that indicates what he has done so far.  He still needs answers for where in the lifecycle is FSEP, and whether it is in the CIP, he will have these answers by the next CSA meeting.  He needs to meet with the FSEP Program Manager to verify that the information he has is correct as there appear to be some conflicts between the tables and the data dictionary.

Steve would like for everyone to save their files as CSA workbook for *FSEP, NIMS, AITS, JAI* and so forth, use whatever target system you are addressing as part of the file name.

Under ProjectWise Steve needs to update the Matrix, but it looks like it will not fit within the bounds of what we need for CSA.  It is not a funded program, the data elements do not support the requirements for CSA.  He will post the documents he is using to map the database on Sharepoint for reference for the group.  He will create a link on Sharepoint that will address documents for research.

Steve suggested that if the data dictionaries are small enough, we may want to post them on the Sharepoint site.

**ADJOURN:**  Steve thanked everyone for their attendance. The next CSA telecon will be December 1st because of work schedules.  With no more comments the telecon was adjourned at 1:00 EST.

- **Assignments**

  - **Individual Work Activities:  These activities should be completed by March 20<sup>th</sup> at the latest to allow us to meet a target of May 19<sup>th</sup> (anticipated time frame for next CM Workshop) with all other required documentation.**

Steve outlined the requisite steps in completing this task and asked the team if anything else needed to be considered. There was no additional input.  The steps are as follows:

a. Obtain data dictionary or SME information (need to determine data format and underlying database management software)
b. Obtain access to the tool assigned
c. Interface with tool to identify what data elements are available and develop a mini-guide on how to access the targeted system and the appropriate screen containing the data of interest.
d. Identify the scope of system, i.e. standard systems only…standard and non-standard systems, ARTCCs only,   TRACONs only, and targeted user, etc.
e. Interface with system owner to detail any enhancements that may impact the database.

- **Team Activities:**

a. Development of an MOA for CSA access to targeted system database
b. Development of an IRD for each of the system interfaces
c. Identify what data elements cannot be accommodated by existing systems.
d. Identify possible avenues for collecting the missing data elements
e. Develop cost estimates for developing new database tables/Portal or functionality within Web CM as necessary
f. Develop final report and recommendations for achieving a CSA

The goal is to develop a set of IRDs with each targeted system providing useful information for the CSA and meeting the criteria outlined in the out-briefing given during the CM workshop in New Orleans.  When all of the requirements documents and IRDs are complete, the information will be turned over to the Web CM program office for development in accordance with the direction provided via the AVA study.  The Web CM will then determine how best to meet the requirement.

Attached below in the table is the set of data requirements agreed as being necessary for an effective CSA:

| Item Configuration Identification | |
|---|---|
| Make | X |
| Model | X |
| FAA Type Number | X |
| Bar Code | X |
| Location identifier | X |
| Owner Service Unit (OPI, System owner) | X |
| Version Number (Software) | X |
| CI Description | X |
| CI Identifier | X |
| Serial Number | X |
| Contract Number | X |
| Acceptance Date (not installation date) | X |
| Commissioning Date | X |
| Inspection Date | X |
| Warranty Expiration Date | X |
| COTS | X |
| Maintenance Expiration Date | X |
| Maintenance Concept (CDLS, ICDLS, CMLS, ICMLS; organic) | X |
| Manufacturing Date | X |
| Outage Documentation (TechNet) | X |
| Actual Cost of Equipment | X |
| Actual Cost of Labor for Installation | X |

| Configuration Change | |
|---|---|
| Case File Number | X |
| NCP Number | X |
| Case File Origination Date | X |
| NCP Issuance Date | X |
| Title | X |
| Priority | X |
| Scope | X |
| CCD Adjudication Date | X |
| CCD Closure Date | X |
| Originator of CF | X |
| Originating Organization | X |
| *Withdrawal Date* | |
| Date Mod Installed | X |
| CCD Number | X |
| CCD Status | X |
| Estimated Cost | X |
| Actual Cost of Mod | X |
| Modkit Quantity | X |
| Date Audit Conducted | X |
| Date Audit Completed | X |
| Actions Open/Closed | X |
| Location of Audit | X |
| SSD Number | X |
| SSM Number | X |
| LEM Number | X |
| Configuration Documentation | |
| Document Number | X |
| Document Title | X |
| Revision Status | X |
| Revision Letter | X |
| Version Number | X |
| Type of Document | X |
| Revision Date | X |
| TI Manual(s) | X |

| Volunteer | System for Research | Steps Involved | | | | |
|---|---|---|---|---|---|---|
| | | Identify system scope | Obtain data dictionary or SME information | Obtain access to the tool assigned | Identify data elements available within tool and develop guide for access to same | Detail any enhancements that may impact the database |
| John Magruder | Harvest and LIS | | | | | 12-29-05 |
| Denise Dunlap | DOCCON | | | | | 10-31-05 |
| Win Battle | WebCM | | | | | 3-28-06 |
| Shobhana Kannan | NIMS | | | | | 12-5-05 |
| Steve Kalabokes | ProjectWise | | | | | 11-15-05 |
| Sriram Aravamudhan | RTP, AITS | | | | | 11-15-05 |
| Anka Ninemann | JAI | | | | | 11-30-05 |
| John Magruder | TechNet | | | | | |
| Steven Kalabokes | FSEP | | | | | 12-30-05 |
| Anka Ninneman | FIAT | | | | | 3-28-06 |

The above chart depicts the name of each CSA member, the system they have been assigned to research and the date of completion.